

Risk assessment

Children and vulnerable adults at risk in public spaces

Event:	Grace Church Manchester	DSL:	Laura Likissa: 07706 426 132
Venue:	Manchester Academy High School Moss Lane East Manchester M14 4PX	Deputy DSL:	Grace Fulford 07908 856 109
		Church office:	Emily Horlock: 0161 531 8476
Date(s):	Every Sunday	Greenheys Police station:	0161 872 5050
Time(s):	08:45-13:00	In the event of an emergency:	999

The venue used by Grace Church Manchester for weekly services is open to the public; as such this carries risks for children and vulnerable adults in the congregation. The following Pro-forma is designed to minimise those risks and to put plans in place in the event of an emergency. All members of the congregation should be made aware of these risks and this proforma readily available to read.

Category	Hazards	Level of Seriousness	Likelihood	Risk Controls	Who is responsible
Impact of Features on Activities?					
Traffic	<ul style="list-style-type: none"> Children and adults with physical additional needs in the car park. The venue is close to a busy road. 	HIGH	MEDIUM	<ul style="list-style-type: none"> Communicate to parents the need to supervise children. Welcome team to ensure children don't exit the building unsupervised. Disability spaces are available. 	Parents Welcome Team Venue
Contact with Others	<ul style="list-style-type: none"> The venue is open to the public Children are left unsupervised during refreshments and at the end of the service leaving them vulnerable to predatory members of the public. 	HIGH	LOW	<ul style="list-style-type: none"> Communicate to parents the need to supervise children. Communicate to the congregation the risks associated with a public building. Welcome teams to be trained and made aware of risk assessment. Meet with venue reception staff to ensure they are taking account of who enters the building. 	Parents Congregants Welcome teams Manchester Academy
Injury	<ul style="list-style-type: none"> Children using play equipment outside. Children running around before and after the service. 	MEDIUM	HIGH	<ul style="list-style-type: none"> First Aid Kit to be available Access to First Aiders Access to a phone in case of a medical emergency. Communicate to parents the need to supervise children. 	GCM staff Parents
Missing Child	<ul style="list-style-type: none"> Risk of abduction or physical injury. 	HIGH	LOW	<ul style="list-style-type: none"> Parents make it known immediately if they cannot locate their child. All exits to the venue should be closed off. The venue should be searched inside and outside. The meeting leader announces who the child is and what they look like to check if they are in the service. If the child is not found, 999 should be called. 	It is preferable for adults who have been DBS checked to look for the child- e.g. Children's leaders, DSL, DDSL but in the event of an emergency as many people as possible.